

Pull In Goals to Complete your Self Evaluation

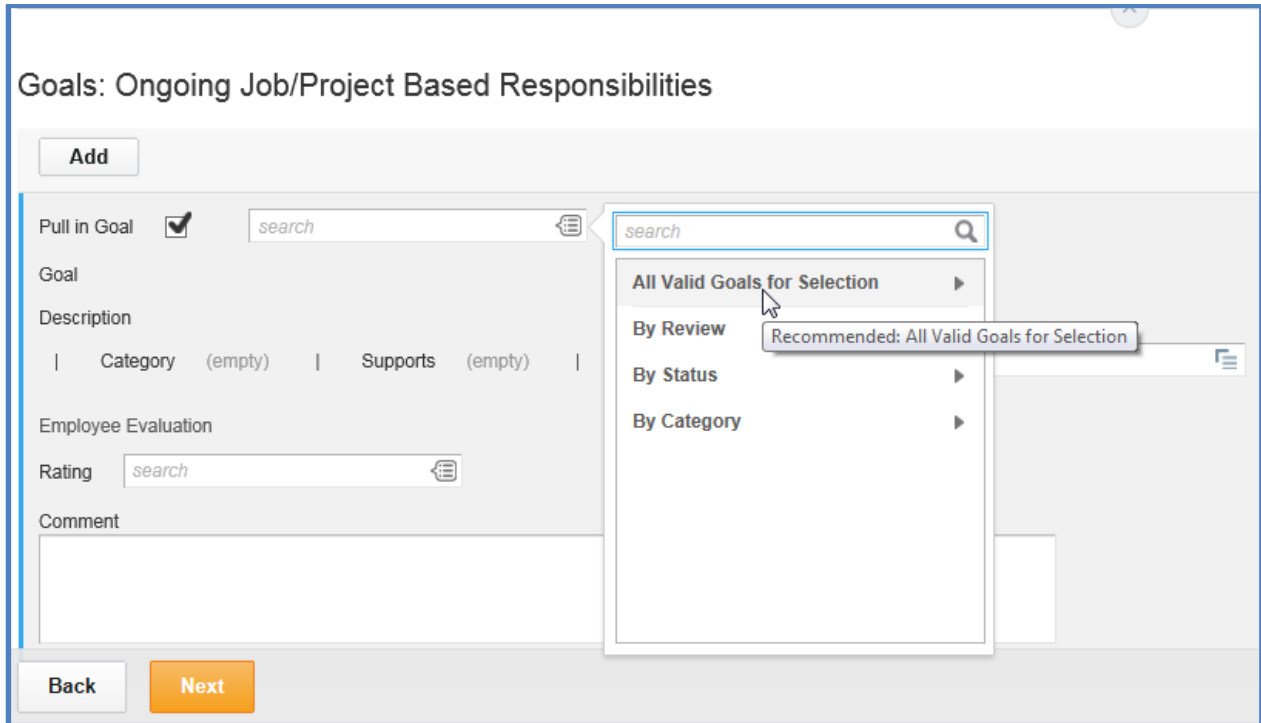
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If not all goals display, check the **Pull in Goal** checkbox.

Click **Add**.

Check the **Pull in Goal** checkbox.

Click **All Valid Goals for Selection**.



Goals: Ongoing Job/Project Based Responsibilities

Add

Pull in Goal ☒ search

Goal

Description

| Category (empty) | Supports (empty) |

Employee Evaluation

Rating search

Comment

Back **Next**

search

All Valid Goals for Selection

By Review Recommended: All Valid Goals for Selection




By Status

By Category

Double click the goal to pull in.

The goal displays in the Ongoing Job/Project Based Responsibilities section.

Update the:

-  Category
-  Due Date
-  Status

Enter a comment for each goal.

Click **Next** when all goals are pulled in and updated.